

PS COMMITTEE #2&3
November 8, 2007

MEMORANDUM

November 6, 2007

TO: Public Safety Committee

FROM: Minna K. Davidson, ^{MKD}Legislative Analyst

SUBJECT: (2) MCFRS Career and Volunteer Recruitment
(3) Discussion - MCFRS training requirements

Those expected to attend include:

Tom Carr, Fire Chief, Montgomery County Fire and Rescue Service (MCFRS)
Michael Love, Chief, Division of Community Risk Reduction Services, MCFRS
Richard Bowers, Chief, Division of Wellness, Safety, and Training, MCFRS
Alan Hinde, Chief, Division of Volunteer Services, MCFRS
Marcine Goodloe, President, Montgomery County Volunteer Fire and Rescue
Association (MCVFRA)
Eric Bernard, Executive Director, MCVFRA

Item #2, MCFRS Career and Volunteer Recruitment

The Public Safety Committee maintains an ongoing interest in recruitment for MCFRS career and volunteer personnel and requests updates on recruitment efforts from time to time. The November 8 update will provide an opportunity for the Committee to receive a status report on recruitment across MCFRS.

To prepare for this update, Council staff requested that MCFRS respond to questions on several aspects of MCFRS recruitment including: Data, Budget/Personnel, Surveys and Plans, and Partnerships with Other Organizations (© 1-2). MCFRS staff provided responses which are attached on © 3-13. Council staff forwarded a few follow up questions to MCFRS (© 14). When this packet went to print, the responses were still being drafted. Council staff will distribute them to the Committee as soon as they are available.

Recruitment became a particular issue in summer 2004 because changes in law at that time required MCFRS to alter the selection process for recruit classes. This resulted in a Recruit Class 23 that was almost 90% male and approximately 11% minority and female. In July 2004, the Council approved a special appropriation of \$200,000 to enable MCFRS to implement a comprehensive outreach and recruitment strategy, and engage an expert to review the recruitment process and confirm its validity. The data which MCFRS provided on © 3-4 starts with June 2004 to provide an opportunity to review recruit class diversity since that time. The recruitment data that was provided for volunteer personnel (© 6) does not include a diversity breakout, but Council staff requested one in follow up questions to MCFRS.

For the November 8 briefing, Chief Carr will discuss the responses to the Council staff questions in more detail and will be available to respond to Committee questions. MCVFRA representatives will be available to provide their perspective on recruitment issues and address any questions regarding their role in the recruitment process.

Item #3, Discussion - MCFRS Training Requirements

On several occasions, MCVFRA has raised concerns that current MCFRS training requirements create excessive time demands for volunteers and negatively impact volunteer recruitment and retention. MCVFRA supports adequate training for volunteers, but remains concerned that it is difficult for volunteers to devote the time necessary to complete all of the requirements. In some cases, volunteer recruits have taken some of the required classes, but have left the service before becoming qualified to ride apparatus, in part, because they could not have the time to complete all of the training requirements.

The Committee discussed this issue most recently at the October 11 Quarterly Update on the MCFRS Reorganization. The Committee requested the following additional information to get a better sense of how MCFRS training requirements compare with requirements in other jurisdictions, the relationship between training and injury rates, and how many hours of MCFRS training are required for each rank.

- An updated and corrected version of the table which MCVFRA provided at the October 11 Committee session which showed, among other things, comparative data about training hours required in several jurisdictions.¹
- Comparative information about injury rates and the relationship between the amount of training and the injury rate in each jurisdiction.
- A breakdown of the number of hours of training required for each MCFRS rank, showing how many hours per year are required for each rank.

¹ Following the October 11 Committee session, MCFRS staff clarified that the comparative table was intended to be a staff working document for a LOSAP study, and was not a formal comparison of training hours. MCFRS staff is in the process of compiling comparative training information which will be distributed to the Committee as soon as it is available.

MCFRS responses to these requests are attached on © 15-19.

For the November 8 discussion, the Fire Chief and MCVFRA representatives will be available to discuss these issues in more detail.

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MCFRS Career and Volunteer Recruitment
Questions

Please provide responses by Thursday, November 1.

Data

1. In July 2004, the Council provided a special appropriation of \$200,000 to improve outreach and recruitment to increase diversity in the MCFRS workforce. Please provide information about the composition of recruit classes since the special appropriation was approved.
2. Please provide information about the attrition rate for each of the recruit classes.
3. Please provide information about the number of volunteers recruited per year since July 2004, the composition of the recruits, and which LFRDs they affiliated with.
4. Of the total volunteers that were recruited in each year, how many achieved IECS certification?

Budget/Personnel

5. In FY07, the Council added funding for three new recruiting positions at one-half year each. The positions included: a Manager III, a Grade 25 position for a civilian volunteer, and a uniformed Fire/Rescue Captain. What is the status of these positions?
6. Please provide a breakout of the positions that are currently assigned to the Recruitment Section with a brief explanation of the duties assigned to each.
7. In FY07, the Council also added \$61,550 for volunteer recruitment. How was this funding used in FY07? How is it being used in FY08?
8. Please provide a breakout of the budget for Recruitment in FY08.

Surveys and Plans

9. During the FY08 budget review, information from MCFRS indicated that the Division of Volunteer Services will conduct a climate survey for volunteers to examine all perspectives of service delivery and service administration within the combination fire and rescue system. Among other things, data from the survey will be used to determine ways to improve volunteer participation in MCFRS. The anticipated timing was to prepare for the survey through the second quarter of FY08, administer the survey in the third quarter, and analyze the results in the fourth quarter. What is the status of the survey?

10. Information from MCFRS also indicated that in FY08, the MCFRS Recruiting Section will undertake a system-wide evaluation of the organizational environment with regard to increasing diversity, and will coordinate their study with the Division of Volunteer Services climate survey. What is the status of the system-wide evaluation?
11. In the most recent update on the MCFRS Reorganization, MCVFRA representatives reported that they are continuing to work on a comprehensive plan for volunteer recruitment and retention. They mentioned that they have reached agreement on several difficult issues including joint recruitment, information sharing, database sharing, joint recruit training, and sharing of resources. How much more is left to resolve in order to complete the plan? What is the anticipated timeframe for completion? Are any of the agreed-upon elements of the plan currently in use? If so, what are the results?
12. In previous discussions, the Fire Chief said that his ultimate goal is to develop an integrated strategy for career and volunteer recruitment. How will the MCVFRA's comprehensive recruitment plan fit into an overall MCFRS recruitment strategy? What more is needed to complete an integrated strategy for career and volunteer recruitment?
13. How do the recruitment plans relate to the climate and environment surveys that will be conducted this fiscal year?

Partnerships with Other Organizations

14. How is MCFRS working with MCPS, Montgomery College, and other community organizations to increase interest in fire and rescue careers and volunteer opportunities, and to enhance recruitment efforts?

MCFRS Career and Volunteer Recruitment Questions

Data

1. In July 2004, the Council provided a special appropriation of \$200,000 to improve outreach and recruitment to increase diversity in the MCFRS workforce. Please provide information about the composition of recruit classes since the special appropriation was approved.

	Recruit Class Begin Date	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AM.		TOTAL	% STILL EMPLOYED
		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE		
RECRUIT CLASS 23	6/7/2004	41	2	1		2						46	
Still Employed		35	1	1		2						39	84.78%
RECRUIT CLASS 24	12/13/2004	21	3	2		4		3		1		34	
Still Employed		17	2	2		2		3		0		26	76.47%
RECRUIT CLASS 25	5/16/2005	33	1	4	1	2		3				44	
Still Employed		25	1	4	1	1		3				35	79.55%
RECRUIT CLASS 26	10/17/2005	21		11		3		1		1		37	
Still Employed		19		6		3		1		0		29	78.38%
RECRUIT CLASS 27	1/30/2006	32	2	5		1		1				41	
Still Employed		29	2	4		1		1				37	90.24%
RECRUIT CLASS 28	3/27/2006	23		13		2		1	1			40	
Still Employed		20		10		2		0	1			33	82.50%
RECRUIT CLASS 29	10/9/2006	27	2	1	1					1		32	
Still Employed		24	2	1	1					1		29	90.63%
RECRUIT CLASS 30	3/19/2007	47	1	6		3				1		58	
Still Employed		38	1	6		3				0		48	82.76%
RECRUIT CLASS 31	9/4/2007	39		3		4		1				47	
Still Employed		39		3		4		1				47	100.00%
**Statistics are based on recruits that reported for duty on the first day of recruit class.													

2. Please provide information about the attrition rate for each of the recruit classes.

	Hire Date	Separation Date	Ethnicity	Gender	Job Title	Separation Reason
Recruit Class 23						
	06/07/04	08/01/04	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	06/07/04	08/24/04	White	Male	Fire/Rescuer I (Recruit)	Other
	06/07/04	06/13/06	White	Male	Firefighter/Rescuer II	Family responsibilities
	06/07/04	06/10/04	White	Male	Fire/Rescuer I (Recruit)	Closer to home/easier commute
	06/07/04	02/22/05	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	06/07/04	06/14/04	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	06/07/04	08/04/04	White	Female	Fire/Rescuer I (Recruit)	Personal Reasons
Recruit Class 24						
	12/13/04	11/11/06	Hispanic	Male	Firefighter/Rescuer II	Personal Reasons
	12/13/04	12/16/04	Native American	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	12/13/04	02/26/06	White	Male	Firefighter/Rescuer II	Service Connected Disability Retirement
	12/13/04	03/28/06	White	Male	Fire/Rescuer I (Recruit)	Return to school
	12/13/04	05/14/06	White	Female	Fire/Rescuer I (Recruit)	Failure to Pass Probationary Period
	12/13/04	12/27/04	Hispanic	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	12/13/04	10/01/07	White	Male	Firefighter/Rescuer III	Service Connected Disability Retirement
	12/13/04	01/10/05	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
Recruit Class 25						
	05/16/05	03/04/06	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	05/16/05	09/19/07	White	Male	Firefighter/Rescuer II	Personal Reasons
	05/16/05	05/31/05	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	05/16/05	12/09/06	White	Male	Firefighter/Rescuer II	Personal Reasons
	05/16/05	05/16/05	White	Male	Firefighter/Rescuer II	Personal Reasons
	10/17/05	10/17/05	Hispanic	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	05/16/05	01/06/07	White	Male	Firefighter/Rescuer II	Relocation out of area
	05/16/05	05/16/05	White	Male	Firefighter/Rescuer II	Personal Reasons
	05/16/05	05/12/07	White	Male	Firefighter/Rescuer II	Relocation out of area
Recruit Class 26						
	10/17/05	10/26/05	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	10/17/05	11/22/05	African American	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	10/17/05	10/26/05	African American	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	10/17/05	01/12/06	African American	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	10/17/05	01/16/07	White	Male	Firefighter/Rescuer II	Transfer to MCP
	10/17/05	12/30/05	African American	Male	Fire/Rescuer I (Recruit)	Failure to Pass Probationary Period
	10/17/05	10/26/05	African American	Male	Fire/Rescuer I (Recruit)	Better compensation/benefits
Recruit Class 26 (continued)						
	10/17/05	12/30/05	Native American	Male	Fire/Rescuer I (Recruit)	Failure to Pass Probationary Period
Recruit Class 27						
	01/30/06	02/08/06	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	01/30/06	04/26/06	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	01/30/06	03/31/06	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	01/30/06	02/13/06	African American	Male	Fire/Rescuer I (Recruit)	Personal Reasons
Recruit Class 28						
	03/27/06	04/11/06	African American	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	03/27/06	06/15/06	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	03/27/06	04/28/07	White	Male	Firefighter/Rescuer II	Personal Reasons
	03/27/06	03/31/06	African American	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	03/27/06	02/07/07	African American	Male	Fire/Rescuer I (Recruit)	Failure to Pass Probationary Period
	03/27/06	09/07/07	White	Male	Firefighter/Rescuer II	Personal Reasons
	03/27/06	02/22/07	White	Male	Fire/Rescuer I (Recruit)	Better compensation/benefits
Recruit Class 29						
	10/09/06	10/23/06	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	10/09/06	10/19/06	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	10/09/06	02/14/07	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
Recruit Class 30						
	03/19/07	04/25/07	White	Male	Fire/Rescuer I (Recruit)	Better compensation/benefits
	03/19/07	05/23/07	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	03/19/07	04/20/07	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	03/19/07	08/08/07	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	03/19/07	04/17/07	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons
	03/19/07	03/28/07	White	Male	Fire/Rescuer I (Recruit)	Closer to home/easier commute
	03/19/07	03/28/07	White	Male	Fire/Rescuer I (Recruit)	Personal Reasons

3. Please provide information about the number of volunteers recruited per year since July 2004, the composition of the recruits, and which LFRDs they affiliated with.

Both the LFRD's and the recruitment team are responsible for this effort. Since June 20th 2007 the MCFRS recruitment team has worked in conjunction with the MCVFRA and has documented 205 volunteers who signed our contact sheets and have been directed to various LFRD corporations for volunteer opportunities.

We have prepared a document that shows what we can provide in this area. This includes details in reference to who took an entry physical (we considered these people recruited) and who made it onto the IECS list and who is still a member today. This covers 2004 to the present day.

4. Of the total volunteers that were recruited in each year, how many achieved IECS certification?

# Of pre-placement physicals since 1/1/2004	1175
# Of those who made it onto the IECS list during that time	768
# Still on the IECS list	500

Department	Jul to Dec 2004	2005	2006	Jan to Oct 2007
BCCRS	22	52	72	61
Burtonsville	14	25	29	16
Cabin John	7	19	11	22
Damascus	5	9	12	5
Gaithersburg-WG	11	16	12	14
Germantown	6	24	20	7
Glen Echo	2	14	23	15
Hillandale	2	7	7	8
Hyattstown	0	2	3	1
Kensington	11	21	32	13
Laytonsville	2	16	3	7
Rockville	19	37	47	34
Sandy Spring	6	7	9	3
Silver Spring	5	11	13	7
Takoma Park	11	3	7	4
Upper Mont.	4	2	2	2
Wheaton RS	9	59	33	30
TOTALS	136	324	335	249

On IECS List	99	221	252	128
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IECS Composition for each year

EMS1	12	36	19	
EMS2	4	18	5	
EMS Candidate	39	82	125	86
EMS Recruit	5	3	15	1
FR Candidate	16	36	62	38
FR Recruit		3	8	1
FF 1	2	4	4	
FF 2	18	36	11	2
FF 3	3	1	2	
FF Master		1	1	
FR Certified Chief Officer		1		
	99	221	252	128

Budget/Personnel

5. In FY07, the Council added funding for three new recruiting positions at one-half year each. The positions included: a Manager III, a Grade 25 position for a civilian volunteer, and a uniformed Fire/Rescue Captain. What is the status of these positions?

The Captain's position was filled April 1st with a lateral transfer from operations.

The Manager III was hired and began August 20th in the middle of a hiring cycle.

The Grade 25 volunteer recruiter position is in the process of being filled. The department has gone back to OHR to re-write the rating criteria for the position in order to make the job description best fit the needs of the department. Currently the Recruitment Captain is working closely with the MCVFRA and the volunteer corporations to facilitate volunteer recruitment.

6. Please provide a breakout of the positions that are currently assigned to the Recruitment Section with a brief explanation of the duties assigned to each.

Manager III

- Over sees the marketing strategy and operations of the MCFRS Recruitment Section.
- Designs and implements strategy to increase diverse applicants to MCFRS.
- Ensures recruitment process is conducive to attracting and keeping minorities.
- Manages contracts, budget and staff.
- Serves as the community liaison to diverse communities.

Recruitment Captain

- Manages the day to day operations of the recruitment team, including supervising the Lieutenant.
- Facilitates the use of additional part time staff including interns, logistical support (currently provided by 1 Master Firefighter), and a team of more than 80 diverse MCFRS employees who serve as recruiters for the department.
- Attend MCVFRA meetings and events as a liaison between the career and volunteers.

- Work with OHR to facilitate entrance examinations and assures proper staffing and exams are graded.

Lieutenant

- Responsible for logistics, staffing and payment processing for approximately 30 outreach and recruitment events designed to recruit diverse candidates, paramedics, and former military.
- Approves overtime hours for operations staff serving as recruiters.
- Works with MCPS career counselors to generate interest in MCFRS.
- Fields approximately 200 calls per month from applicants regarding MCFRS opportunities and hiring process.

7. In FY07, the Council also added \$61,550 for volunteer recruitment. How was this funding used in FY07? How is it being used in FY08?

MCFRS Response

MCFRS earmarked these funds specifically for use in recruiting volunteers. We were anticipating a plan from MCVFRA that presented their business process for how the funds would support volunteer recruitment but the plan is still in development.

8. Please provide a breakout of the budget for Recruitment in FY08.

As of September 2007, the current budget is \$991,529.
\$727,702 is slated for personnel costs and \$263,827 is operating costs.

Operating Budget Breakdown:

Media Outreach to diverse communities to include:

Display advertising	\$40,000
Radio advertising	\$30,000
Website advertising	\$6,000
Movie Theater advertising	\$6,000
Metrobus advertising	\$2,000
Direct mail	\$20,000
Public Service Announcement	\$5,000
Total Media Outreach	\$109,000

Graphic Design	\$12,000
Media coordination/consultant	\$20,000
Copywriting/translation services	\$5,000
Production costs	\$5,000
Total Media Coordination Fees	\$42,000

Vehicle Wrap	\$5,000
Outreach Event Booth Fees	\$5,000
Website enhancements	\$5,000
Printing Costs	\$10,000
Promotional Products	\$15,000
Event booth maintenance and enhancements	\$2,500
Travel reimbursements/mileage	\$5,000
Office supplies	\$3,000
Volunteer recruiting collateral	\$5,000
Faith-based outreach consultant (Latino)	\$5,000
In station marketing (banners and signboards)	\$30,000
Misc. Expenses	\$17,327
Total Additional Fees	\$112,827

Surveys and Plans

9. During the FY08 budget review, information from MCFRS indicated that the Division of Volunteer Services will conduct a climate survey for volunteers to examine all perspectives of service delivery and service administration within the combination fire and rescue system. Among other things, data from the survey will be used to determine ways to improve volunteer participation in MCFRS. The anticipated timing was to prepare for the survey through the second quarter of FY08, administer the survey in the third quarter, and analyze the results in the fourth quarter. What is the status of the survey?

This survey is being constructed. DVS has come up with 25 survey questions. This is still in progress and will need additional work, but should be ready for use in the third quarter of FY08.

10. Information from MCFRS also indicated that in FY08, the MCFRS Recruiting Section will undertake a system-wide evaluation of the organizational environment with regard to increasing diversity, and will coordinate their study with the Division of Volunteer Services climate survey. What is the status of the system-wide evaluation?

During planning to implement the resources that we were being provided to improve our efforts at recruiting we thought that it would be important to conduct a climate assessment. This activity would have the goal of determining if there are areas of the department that may not be open to an inclusive environment. While we think this is important we believe that for now this will not be as high a priority as previously envisioned. As part of the County's revised approach to departmental performance

measurement we will be assessing our performance of our recruitment of diverse people. As we measure our efforts we will be looking for ways to improve so that we can achieve the highest level of productivity. We may consider climate assessment as one way to determine how we are doing. This type of effort however may be better accomplished by the Office of Human Resources. Therefore at this time we are deferring any efforts in this area.

The new Volunteer Climate Survey will be available as well as the climate survey done in 2003 to the Recruiting Section for data mining to assist in looking at all aspects concerning diversity of MCFRS.

11. In the most recent update on the MCFRS Reorganization, MCVFRA representatives reported that they are continuing to work on a comprehensive plan for volunteer recruitment and retention. They mentioned that they have reached agreement on several difficult issues including joint recruitment, information sharing, database sharing, joint recruit training, and sharing of resources. How much more is left to resolve in order to complete the plan? What is the anticipated timeframe for completion? Are any of the agreed-upon elements of the plan currently in use? If so, what are the results?

MCFRS Response

Accomplishments include:

Ensures there is joint representation of recruiters requested to staff each event.

Both MCVRS and MCFRS logos have been placed on marketing collateral.

One e-mail address and phone number for both career and volunteer recruitment has been established and placed in service.

Encouraging the LFRD's to do their own individual recruitment in order to maintain their identity, and supplementing their effort through our combination recruiting efforts.

A joint website is in the process of being created.

12. In previous discussions, the Fire Chief said that his ultimate goal is to develop an integrated strategy for career and volunteer recruitment. How will the MCVFRA's comprehensive recruitment plan fit into an overall MCFRS recruitment strategy? What more is needed to complete an integrated strategy for career and volunteer recruitment?

MCFRS Response

We will continue to work together as we have done since April 1st as a joint recruitment team.

We need to get the Grade 25 Volunteer recruiter in place to track the progress of the volunteers we recruit at all of our events and to provide support to the potential candidates.

MCFRS will combine efforts with the Mobile Volunteer Coordinator allowing the opportunity to volunteer not only for county residents who want to ride fire and EMS apparatus but may have special skills and talents to help out in other ways.

13. How do the recruitment plans relate to the climate and environment surveys that will be conducted this fiscal year?

MCFRS Response

As offered in the answer to Question 10 MCFRS is de-emphasizing any climate assessment tools in favor of energy and resources focused mostly on activities involved in direct recruiting. We feel that this is a safe bet as there are few if any subtle or overt indicators that we have a bad environment that may negatively impact our increasing inclusiveness.

Partnerships with Other Organizations

14. How is MCFRS working with MCPS, Montgomery College, and other community organizations to increase interest in fire and rescue careers and volunteer opportunities, and to enhance recruitment efforts?

Montgomery County Public Schools

Over the past several months MCFRS and MCPS Senior Staff have been meeting frequently to jointly develop a comprehensive MCFRS-MCPS Academy of Fire-EMS Academy Pathway Program. The focus of the program will be to provide life-career-volunteer opportunities for students in the cluster Middle Schools that feed into Northwood High School to enroll in the MCFRS-MCPS Fire-EMS Academy. The specific Middle School students are those that are not typically encouraged, exposed or sought after to examine Fire and Rescue as a career or volunteer opportunity. The students that participate in the pathway program will be more representative of the diverse communities that are in Montgomery County and that subsequently MCFRS will be more representative of the communities that we serve.

The MCFRS-MCPS Academy of Fire-EMS Pathway Program provides students with the opportunity to participate in a program designed to expose them to the many professions associated with fire, rescue and emergency medical services. The academic foundation

courses of the Fire-EMS Academy will be Principles of Fire Science, EMS which consist of hands on projects, problem solving and critical thinking activities. The students will use the principles of engineering such as design process, science and mathematical concepts, to solve problems relating to fire behavior. Activities are focused towards application of fundamental core knowledge and skills and the development of effective communication and leadership skills. The students will be expected to participate in fire-injury prevention community outreach activities and programs, program designed wellness and fitness activities, the Candidate Physical Abilities Test (CPAT), and obtain specific certifications in Fire, rescue and EMS curriculums.

The MCFRS-MCPS Academy of Fire-EMS Pathway Program is designed to allow students to fulfill graduation requirements through several program completer options. Students have several options for completion that include, but are not limited to, Fire Fighter Level II and EMT/Basic Certification (EMT/B), postsecondary enrollment, and work-based learning.

The MCFRS-MCPS Academy of Fire-EMS Pathway Program will also provide part time fire and rescue employment opportunities each summer for the enrolled participants. The highlighted program is anticipated to be implemented in September FY09 (September 2008). The MCFRS-MCPS Fire-EMS Pathway Program will focus on educating seventh and eight-grade middle school students about opportunities available beginning in ninth-grade through the twelfth-grade for interested students.

Montgomery County Fire and Rescue Service Office of Recruitment is currently working with MCPS and Montgomery College in several additional ways. On November 14th, we will be attending the monthly College and Career Coordinators Meeting at Magruder High School. At this time, we will do a presentation to all twenty-five coordinators, who have access to student's everyday. We are speaking with them to make sure they have all of the updated and proper information about our career and volunteer opportunities. Following this meeting, we are planning to visit all twenty-five high schools to provide them with recruiting materials. We are also going to give the coordinators a CD that students can view when they go to the career center to inquire about career and volunteer opportunities in MCFRS.

Also with MCPS, we are in contact with Mrs. Lynn Nelson. Mrs. Nelson is the head of the Career and Work Experience (CWE) program in MCPS. This is the program that accommodates students who are on a shortened schedule in the high school. We are planning to speak at Magruder High School in November. This will be the first of many speaking affairs at various MCPS high schools.

The Recruiting Office staff has also been in contact with Mrs. Gail Woolf, Connection Resource Bank Coordinator/Partnership Manager, MCPS Department of Communications. Mrs. Woolf is in constant communication with us regarding various high school speaking events. In the month of November, we are scheduled to speak at Richard Montgomery and Blair High Schools.

With regard to Montgomery College, are working with all three campuses. We participated in teaching classes about the benefits to being a career or volunteer in Montgomery County to the fire science program. We have attended several job fairs at Montgomery College Rockville Campus. At these job fairs, we receive names of interested people both for career and volunteer opportunities. We are scheduled to Visit MC Tacoma Park and Germantown in the near future.

MCFRS is actively involved in the County Executive's Community Outreach Forum which is a program within The Office of Community Partnerships. This area of activity facilitates timely knowledge of community needs, assists county government staff through networking to improve partnerships and allows the agencies involved to market their programs and services related to community partnerships.

One effort MCFRS has become involved with related to partnerships and youth activity is the Germantown Youth Development Work Group. This group like others being formed in the Mid-County and Down County regions offers opportunity to specifically explore areas where youth development can be improved or increased. MCFRS has an abundant staff of people who have historically been involved in their communities and offer attractive models of appropriate adult leadership and mentorship. It is an opportunity to be directly involved in a key area of concern within our communities and allows us to promote the fire and rescue service as an excellent career or volunteer activity.

We have attended many community events over the past year. We have participated in several different events ranging from the Latino Health Fair / Soccer Tournament, the Montgomery County Agricultural Fair, and the WPGC 95.5 and Radio 1 events. These events provided us with approximately 300 contacts, 120 of which were minority. After the Latino Health Fair Soccer Tournament, we received the following from the coordinator:

Dear "Ama Tu Vida" Health Festival & Soccer Tournament Collaborator:

Thank you so much for your support and collaboration during the past Ama Tu Vida Festival. The overall success of the event was directly in part to your organization's participation. Through all of our efforts we were able to reach more than 2300 individuals from our community!

We have heard similar comments from other events sponsors. We also continue to participate in Blood Drives in Silver Spring and the Gaithersburg Health Fair. This touches on just a fraction of the community events that Office of Recruitment has participated in throughout the year. Please let us know if you would like a more thorough list of these events.

Davidson, Minna

From: Davidson, Minna
Sent: Friday, November 02, 2007 12:35 PM
To: Graham, Scott
Cc: Carr, Tom; Dowdy, Linda
Subject: Follow up recruitment questions

Chief Graham,

I wanted to thank you and the other MCFRS staff who responded to the questions for the upcoming Public Safety Committee meeting on November 8. The responses are very thorough and provide valuable information for the Committee.

I have a few follow up questions about Recruitment. If you could forward them to the appropriate individuals for response, I would appreciate it. If they could send the responses to me by 10:00 a.m. on Tuesday, November 6, I will be able to include them in the packet.

1. Question 3 asked for information about the number of volunteers recruited per year, the composition of the recruits, and the LFRDs they affiliated with. The information provided in the response to Question 4 shows the composition of the recruits in the IECS. The Question 3 request was actually for a breakout showing the diversity of the volunteer recruits, similar to the breakout of career recruit classes that was provided for Question 1. If possible, please provide a diversity breakout of volunteer recruits from July 2004 to the present.
2. Question 7 asked about the status of the \$61,550 for volunteer recruitment in FY07 and FY08. The response says that expenditure of the funds was contingent on receipt of a recruitment business plan from MCVFRA, but that the plan is still under development. What happened to the funds in FY07? Were they used for another purpose, or did they fall to fund balance?
3. Is the \$61,550 in the budget for FY08? It does not appear to be included in the budget breakout that is shown in the response to Question 8.
4. What is the anticipated timeframe for completion of the MCVFRA recruitment business plan?

Thanks,
Minna

11/6/2007

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MCFRS Training Requirements

MCFRS training requirements: This discussion is to follow up on the issues raised by the MCVFRA in the October 11 update on the MCFRS Reorganization regarding the impact of required training on volunteer recruitment and retention. To get a better sense of how MCFRS training requirements compare with requirements in other jurisdictions, the relationship between training and injury rates, and how many hours of MCFRS training are required for each rank, the Committee requested that the Fire Chief:

- Review the comparative training data across jurisdictions that were provided for the packet by the MCVFRA, correct any inaccuracies, and provide a corrected table to the Committee.

The Fire Chief will discuss the review of the material presented by the MCVFRA.

- Include in the comparative table information about injury rates, and the relationship between the amount of training and the injury rate in each jurisdiction.

We queried the surrounding jurisdictions and received 3 responses. Of the 3, the data is not comparable to how MCFRS collects injury data. The other jurisdictions stated that they do not collect injury statistics. This does not necessarily mean that they don't report injury; they just don't collect the data. MCFRS has a comprehensive safety management system that involves training, education, management, fitness, and Standard Operating Procedures and policies that are a continuous application which in turn reduce the risk for injury. Any failure in any of these components may result in serious injury or LODD.

- Provide a breakdown of the number of hours of training required for each MCFRS rank, showing how many hours per year are required for each rank.

* See attached Chart

TRAINING COURSES

Rank	Course(s)	Hours	Yearly Training Hour Requirement	College Credits Volunteer/Career
Candidate/Recruit	Station Orientation	3.0	0.0	
	BBP*, CD, EEO*, HMO, PPE,			
	AED, CPR	33.0	0.0	0
	TOTAL	36.0		
FFI	Essentials of FF1 & FF2	135.0	0.0	0/0
	EMT-B	131.0	0.0 (3 yr recert)	
	Voice Radio ops	8.0	0.0	
	TOTAL	315.0		
FFII	NIMS 100*, 700*	2.0	0.0	0/0
	EVOC	39.0	0.0	
	TOTAL	2.0		
	Total Hours Required to be Eligible for Minimum Staffing	353.0		
FFIII	Rescue Tech Course	66.0	0.0	0/0
	Strategy/Tactics	45.0	0.0	
	Heavy App. Driver, A or B	65.0	0.0	
	TOTAL	177.0		
MFR	NIMS 200*	1.0	0.0	
	TOTAL	60.0		
	Pumps/Hydraulics	30.0	0.0	0/0
	Aerial Ops	30.0	0.0	
F/R LT	TOTAL	100.0		
	Fire Officer I	60.0	0.0	0/15
	Instructor 1	40.0	0.0	
	TOTAL	100.0		
	Annual Recerts @ station (12 hrs)		0.0	
	Annual Recerts @ station (12 hrs)		0.0	
	Annual Recerts @ station (12 hrs)		12.0	
	TOTAL	100.0		

TRAINING COURSES

Rank	Course(s)	Hours	Yearly Training Hour Requirement	College Credits Volunteer/Career
Captain			Annual recerts @ station (12 hrs)	0/30
	TOTAL	0.0		
Certified Chief Officer	NIMS 800*	1.0	0/0	
	COPDI/Command Competencies	12.0	12.0 continuing ed	0/60
	TOTAL	13.0	Annual recerts @ station (12 hrs)	
Rostered Chief	NIMS 300, 400	40.0	0/0	0/
	Command Competencies	12.0	12.0 continuing ed	
	TOTAL	52.0	Annual recerts @ station (12 hrs)	
Duty Ops Chief	NIMS 300, 400	40.0	0/0	0/90
	Promotion Proc., COPDI/Com Comp	12.0	12.0 continuing ed	
	TOTAL	52.0	Annual recerts @ station (12 hrs)	
NOTES:	Career personnel promoting above the rank of FFII, must complete without compensation and off-duty, the associated training courses and college classes for each rank.			
	MCFRS personnel wishing to progress through the ranks are required to complete only those training classes for that specific desired promoted rank.			
	Each rank requires specific experience levels			
	Fire Officer II is required for career Captain Rank as outlined in Policy & Procedures 512: Promotion Procedures			
	*Courses available on-line.			

TRAINING COURSES

Rank	Course(s)	Hours	Yearly Training Hour Requirement	College Credits
Candidate/Recruit	Sta. Orientation	3.0	0.0	
	BBP*, CD, EEO*, HMO, PPE,		0.0	
	CPR-Health Care Provider,		0.0	
	AED	33.0	0.0	
	Voice Radio Ops	8.0	0.0	
	TOTAL	44.0		
Provider I	EMT-B	131.0	0.0 (3 year recert)	0
			Annual recerts @ station (12 hrs)	
	NIMS 100*, 700*	2.0		
	TOTAL	133.0		
Provider II	BTLS	16.0	0.0	0
			Annual recerts @ station (12 hrs)	
	NIMS 100*, 700*	2.0		
	TOTAL	18.0		
Total Hours Required to be Eligible for Minimum Staffing		195.0		
Provider III/IMFR	EMS Comp Ops	36.0	0.0	0
			Annual recerts @ station (12 hrs)	
	NIMS 200*	1.0	0.0	
	TOTAL	37.0		

Rank	Course(s)	Hours	Yearly Training Hour Requirement	College Credits
Lieutenant	Instructor 1	30.0	0.0	0
	EMS Officer I	48.0	0.0	
	TOTAL	78.0	Annual recerts @ station (12 hrs)	
Captain	EMT-I/CRT	510.0	36.0 annual recert	0
	TOTAL	510.0	Annual recerts @ station (12 hrs)	
Certified Provider Chief	PALS, COPDI	12.0	12.0 continuing ed	0
	NIMS 800*	1.0	Annual recerts @ station (12 hrs)	
	TOTAL	13.0	0/0	

ADDENDUM
PS COMMITTEE #2&3
November 8, 2007

MEMORANDUM

November 7, 2007

TO: Public Safety Committee
FROM: Minna K. Davidson, ^{MKD}Legislative Analyst
SUBJECT: Addendum – MCFRS Career and Volunteer Recruitment

Attached are MCFRS responses to follow up questions from Council staff regarding MCFRS recruitment.

	7/04- 12/04	2005	2006	1/07- 10/07
Asian	13	22	18	19
Black	11	16	25	16
Hispanic	5	4	6	5
Other	11	18	19	9
Pacific Islander	0	2	2	2
Unknown	18	50	40	61
White	78	212	225	137
	136	324	335	249

2. Question 7 asked about the status of the \$61,550 for volunteer recruitment in FY07 and FY08. The response says that expenditure of the funds was contingent on receipt of a recruitment business plan from MCVFRA, but that the plan is still under development. What happened to the funds in FY07? Were they used for another purpose, or did they fall to fund balance?

MCFRS Response:

Well over the budgeted \$61,550 was utilized for volunteer recruitment in FY 2007 to support a major volunteer recruitment effort at the Maryland State Fireman's Association (MSFA). Funds were used to cover costs of logistical materials such as marketing give away materials, recruiting uniforms for the staff who staffed the MCFRS booth, per diem and expenses for volunteers staffing the booth, advertisement in the MSFA Program and banners, and expenses related to rental of the booth space and utilities. The funds are again present in MCFRS Budget for FY 2008 and like last FY are in the budget for Division of Volunteer Services. These funds were not reported on since they are in another Division and not under the control of the Recruitment Section.

3. Is the \$61,550 in the budget for FY08? It does not appear to be included in the budget breakout that is shown in the response to Question 8.

The overall MCFRS recruiting budget includes effort for both career and volunteer members. The breakout of the specific dollar amount the MCVFRA plan.

4. What is the anticipated timeframe for completion of the MCVFRA recruitment business plan?

This question will have to be answered by the MCVFRA.